

**PLANNING AND ZONING  
JUNE 16, 2015  
MINUTES**

The regular meeting of the Planning and Zoning Commission was called to order by Chairman Richard McNeese at 6:00 p.m. on June 16, 2015 in the Precouncil Conference Room of City Hall, 201 North Ector Drive. Those present included Chairman Richard McNeese, Vice Chairman LuAnn Portugal, Commission Members George Zahn, Kenny Olmstead, and Ron Dunckel.

During the Pre-Session Meeting:

- Development Update; Glade Parks, Glade Parks South, MidTown
- Review Agenda Items

**PLANNING AND ZONING CONSIDERATION OF SCHEDULED ITEMS –  
PRECOUNCIL CONFERENCE ROOM**

The Euless Planning and Zoning continued their meeting in the Council Chambers at 6:30 p.m. for consideration of scheduled items.

**MEMBERS AND STAFF PRESENT:**

Chairman Richard McNeese  
Vice Chairman LuAnn Portugal  
Commissioner George Zahn  
Commissioner Kenny Olmstead  
Commissioner Ronald Dunckel  
Hal Cranor, Director of Public Works  
Mike Collins, Director of Planning and Economic Development  
Stephen Cook, Senior Planner  
Alicia Davenport, Administrative Secretary

**MEMBERS ABSENT:**

Commissioner Steve Ellis  
Commissioner David Brown

**VISITORS:**

David Mowers  
Linda Collins  
Stacy Pacholick  
Shonda Schaefer  
Jennifer Jayroe  
Mark Woolverton  
Amanda Mata  
Mike Peterson

**THE INVOCATION AND THE PLEDGE OF ALLEGIANCE:** The Invocation was given by Commissioner Dunckel and the Pledge of Allegiance was given by Chairman McNeese.

**ITEM 1        CONSIDER APPROVAL OF PLANNING AND ZONING MINUTES**

Regular Meeting of June 2, 2015.

Vice Chairman Portugal made a motion to approve the minutes for called meeting of June 2, 2015. Commissioner Dunckel seconded the motion. The vote was as follows:

Ayes: Chairman McNeese, Vice Chairman Portugal, Commissioners Zahn, Olmstead, and Dunckel

Nays: None

Abstention: None

The motion carried: (5-0-0)

**ITEM 2        CASE NO. 15-05-SP – CONSIDER A REQUEST FOR A SITE PLAN**

Approve a request for a Site Plan for Commercial development proposed to be located on 12.457 acres out of the J. Havens Survey, Abstract No. 685 located 2600 Block of Rio Grande Boulevard.

Stephen Cook, Senior Planner, gave a brief description of the case. The Glade Parks Lifestyle Center/Public Plaza is the envisioned heart and entertainment center of the Glade Parks Development. Primary access to the plaza area will be provided from Chisholm Trail off of either the SH 121 service road, from Rio Grande Blvd. or from Brazos Blvd. The LifeStyle Center will include a mix of specialty retail, restaurants and office space, as well as a multi-level parking garage available to the public. This area is the pedestrian activity and community node of the development in which a public plaza area with open space, landscaping and water features, and restaurants with outdoor patios are brought together to connect the different aspects of the development.

A total of twelve buildings will be constructed. Ranging from a single story to a maximum of three stories, the buildings will feature storefront retail, pedestrian friendly sidewalks with street trees, and access from multiple directions.

Parking for the LifeStyle Area is primarily ground based, and will be connected with the inline retail to the north and Dave & Busters to the south. The three level parking garage will be constructed on the southwest corner of the development. The garage will be constructed with safety-conscious features including well lit public access points and internal structures.

The external design features of the buildings constructed in the Public Plaza Area will be similar to Belk, the primary anchor store, which will be constructed on the north side of the Plaza Area. Customers may access Belk from the south side of the store, which will be flanked by two of the lifestyle retail buildings. Customers may continue walking south into the LifeStyle Area/Public Plaza.

Pedestrian walkways and sidewalks ranging between five (5') feet and ten (10') feet will be installed throughout the development. The intention is to provide connectivity between the internal uses of the site and the external uses surrounding all four sides of the development.

Landscaping to be installed on the site has been specifically designed to provide adequate shade for western exposures of some of the buildings without compromising the ability of patrons to view the signage of the buildings. Trees will be planted along the streets internal to the site, surrounding the edges of the development and internal to the parking areas.

While centralized, the buildings will feature designs which will help incorporate "back of house" access doors and utility meters into the building façade. These design features are intended to complement and not detract from the pedestrian walkways.

The Development Services Group has reviewed the site plan and has found that it is in substantial accordance with the Planned Development ordinance and City of Euless standards.

There were no questions or comments presented by the Commission.

Commissioner Olmstead made a motion to approve case #15-05-SP. Motion seconded by Commissioner Zahn. The vote was as follows:

Ayes: Chairman McNeese, Vice Chairman Portugal, Commissioners Zahn, Olmstead, and Dunckel.

Nays: None

Abstention: None

The motion carried: (5-0-0)

**ITEM 3      HOLD PUBLIC HEARING FOR SPECIFIC USE PERMIT CASE NO. 15-08-SUP, AND CONSIDER RECOMMENDATION FOR AN ORDINANCE**  
Receive public input regarding the request for a Specific Use Permit for Used Merchandise in Planned Development District (PD) zoning on Euless Town Center, Block 1, Lot 1R, 1201 W. Airport Freeway, Suite 203 and Suite 207 and consider recommendation for an Ordinance.

Chairman McNeese opened the public hearing.

Stephen Cook, Senior Planner, gave a brief description of the case. Mr. Mowers is the Director of Resale for GRACE. The used merchandise retail site will be known as GRACEful Buys. The organization intends to lease 13,000 square feet in the Euless Town Center for a retail storefront and merchandise warehouse. The majority of the on-

site donated items will be sent to their primary processing center in Grapevine prior to placement in the retail area. GRACE will accept some on site donations for immediate sale. A recommended condition of the SUP would limit donations to the rear of the store during business hours and all items stored interior to the building.

The Development Services Group (DSG) has reviewed and certified the application has met all of the information required for consideration by the City of Euless. Staff recommends approval with the following conditions:

- a. Tied to the business owner, Grapevine Relief and Community Exchange; and,
- b. Tied to the business name, GRACEful Buys; and,
- c. All merchandise shall be displayed within the store and not exterior to the building; and,
- d. Drop-off of donated items shall be conducted to the rear of the store during business hours and all items immediately placed within the interior of the building; and,
- e. Any drop-off donated items left exterior to the store shall be removed in a timely manner; and,
- f. The term of this Specific Use Permit shall be granted for a period of one (1) year in order to gauge the further appropriateness of the use at the specific location; and,
- g. The Specific use Permit may be revoked if one or more of the conditions imposed by this permit has not been met or has been violated.

Shonda Schaefer, 3137 Fox Run Drive, Grapevine, TX, is the Executive Director of G.R.A.C.E. Mrs. Schaefer gave a brief overview of GRACEful Buys as an upscale resale model. Mrs. Schaefer stated that there are currently 87 homes in the Euless area being served by G.R.A.C.E. and she sees this retail store as an opportunity to serve more households in the Euless area.

Chairman McNeese asked if there are any proponents/opponents. Seeing none the public hearing was closed.

Commissioner Olmstead asked how many staff members would be at this location.

Mrs. Schaefer stated that there will be 7 full time employees plus volunteers, which with volunteers the staffing can be up to 20 people on the weekends.

Chairman McNeese, noted for the record, that he will be abstaining from the vote due to a long term professional working relationship with G.R.A.C.E.

Director Collins stated that an Affidavit of Conflict of Interest has been recorded with the City Secretary's Office by Chairman McNeese.

There were no further questions or comments presented by the Commission.

Commissioner Dunckel made a motion to approve case #15-08-SUP with the conditions as written. Motion seconded by Commissioner Olmstead. The vote was as follows:

Ayes: Vice Chairman Portugal, Commissioners Zahn, Olmstead, and Dunckel.

Nays: None

Abstention: Chairman McNeese,

The motion carried: (4-0-1)

There being no further business the meeting was adjourned at 6:50 p.m.

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Chairman McNeese

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Date